

## California State Submission Error - "basCertificationLetter, Error #3163; The field is too small..."

When preparing a submission diskette for submittal to the state of California, users are provided the choice of two mailing addresses (as shown in Appendix F of the RY2002 Reporting Forms and Instructions document): one for certified or express mail and another for all other mailing methods. If a *TRI-ME* RY2002 user selects the "All Other Submissions" address for California (i.e., NOT certified or express mail), *TRI-ME* RY2002 displays an error message during the creation of the state diskette certification letter and fails to properly generate the certification letter. A screen shot of the error message is shown below.

### Detailed Description:

When a user tries to create a state submission for California, specifically to the "All Other Submissions" address, the user receives an error: "basCertificationLetter (CreateCertificationLetter), Error #3163. The field is too small to accept the amount of data you attempt to add, try inserting or pasting less data."



After clicking "OK" on this error message, *TRI-ME* RY2002 proceeds with the submission process, but displays a certification letter that is missing critical information.

### Solutions:

Solution #1 - Use *TRI-ME* RY2002 to edit the "All Other Submissions" address for the state of California. After selecting the "All Other Submissions" address, select the "Edit Selected Address" button provided by *TRI-ME* RY2002 on the same screen. Simply edit the first line of the address from:

*Coordinator, California Environmental Protection Agency*  
to:  
*Coordinator, California EPA*

After editing the address, select the "Return to State Submission" button provided. *TRI-ME* RY2002 will function normally through the remainder of the submission process.

Solution #2 - Use the "Certified or Express Mail" address option provided. If this address option is selected no error will occur and the diskette certification letter generated by *TRI-ME* RY2002 will include the certified/express mail address within the header of the diskette certification letter. When preparing your mailing envelope, you can then elect to use the proper address for whichever mailing method you wish.

Solution #3 - Create your own certification letter. If you experience this error, you can discard the incomplete certification letter prepared by *TRI-ME* RY2002 and prepare your own certification letter. If you elect to do so, please refer to the "Sample Letter" provided on Page 8 of the RY2002 TRI Reporting Forms and Instructions document.